



SUN SAFETY POLICY

PURPOSE

Kilkenny Primary School OSHC is committed to protecting children from overexposure to ultraviolet (UV) radiation and heat while supporting safe outdoor play and learning.

The service ensures:

Children's safety, rights and best interests are the paramount consideration

Sun protection is implemented from 1 August to 30 April and whenever the UV Index is 3 or above at other times

Shade, sun-safe hats, clothing and sunscreen are used to reduce UV exposure

Outdoor activities are adjusted when UV, heat or surface temperatures create a risk

Sun protection is included in excursions, incursions, pupil free days and Vacation Care planning

SCOPE

This policy applies to:

Children

Families

Educators and staff

Management

Approved Provider

Nominated Supervisor and Responsible Persons

Volunteers, students and visitors

NATIONAL QUALITY STANDARD

Quality Area 2 – Children's Health and Safety

Children's health, safety and wellbeing are supported

Reasonable precautions and adequate supervision protect children from harm and hazards

Sun protection and heat risks are actively managed

Quality Area 3 – Physical Environment

Outdoor areas are safe, suitable and provide adequate shade

Outdoor environments support participation while reducing UV exposure





Kilkenny Primary School OSHC & Vacation Care **SERVICE POLICIES**

Quality Area 7 – Governance and Leadership

Policies and procedures are implemented, monitored and reviewed

Staff responsibilities and risk management systems are clear

LEGISLATIVE FRAMEWORK

Kilkenny Primary School OSHC complies with:

Education and Early Childhood Services (Registration and Standards) Act 2011 (SA),
incorporating the Education and Care Services National Law (South Australia)

Education and Care Services National Regulations 2011

Work Health and Safety Act 2012 (SA)

South Australian Department for Education OSHC and sun protection requirements

Relevant National Law and Regulations include:

Section 2A – safety, rights and best interests of children are the paramount consideration

Section 167 – protection of children from harm and hazards

Regulations 100–102 – excursion risk assessment and authorisation

Regulation 114 – adequate outdoor shade

Regulation 168 – required policies and procedures, including sun protection

Regulation 170 – policies and procedures must be followed

Regulations 171–172 – availability of policies and notification of significant changes

WHEN SUN PROTECTION APPLIES

- Kilkenny OSHC implements sun protection from **TERM 1 & Term 4** as directed by the school.
- Sun protection is also required at any other time when the UV Index is forecast to reach 3 or above
- Daily local UV information is checked using a recognised source such as the SunSmart Global UV app or Bureau of Meteorology ad displayed on the daily board.
- UV can be high on cool, cloudy or windy days; temperature alone is not used to determine sun protection requirements
- Individual medical needs or medications that increase sun sensitivity are followed at all times in consultation with families





Kilkenny Primary School OSHC & Vacation Care **SERVICE POLICIES**

SUN SAFE PRACTICES

Hats

Children and educators wear a bucket, broad-brimmed or legionnaire-style sun-safe hat during sun protection times

Baseball caps and visors are not considered sun-safe hats

Children without a suitable hat will use shaded or protected areas until an appropriate hat is available

Clothing

Sun-protective clothing that covers shoulders and as much skin as practical is encouraged

Children wearing clothing that provides limited sun protection will be supported to use shade or another protected area

Sunscreen

- SPF50 or SPF50+ broad-spectrum, water-resistant sunscreen is provided by the service
- Sunscreen is applied approximately 20 minutes before outdoor exposure where practicable and reapplied at least every 2 hours, or more often if required
- Children are encouraged to apply their own sunscreen under educator supervision; educators assist where required
- Family authorisation for sunscreen is recorded through enrolment documentation
- Families must provide an alternative sunscreen where a child has an allergy, sensitivity or specific medical requirement
- If sunscreen cannot be used, an individual sun protection arrangement will be agreed with the family and the child will remain protected from direct UV exposure

Shade

Shaded areas are used wherever possible during sun protection times

Activities are moved as shade changes throughout the day

Shade availability and sun exposure are considered when planning excursions and outdoor Vacation Care activities

Hazards or insufficient shade are reported to the Director and addressed through the service risk management process





Kilkenny Primary School OSHC & Vacation Care **SERVICE POLICIES**

OUTDOOR PLAY, HOT WEATHER AND SURFACE SAFETY

- Outdoor play remains an important part of the program and is supported when it can be provided safely
- The daily UV level, weather conditions and Bureau of Meteorology warnings are considered when planning outdoor activities
- Educators check playground equipment and surfaces when hot weather may create a burn risk
- Equipment or surfaces that are too hot to safely touch or use are closed until safe
- Outdoor play may be shortened, moved to shade or replaced with indoor experiences during high-risk conditions
- Children have access to drinking water at all times and are regularly reminded to drink in hot weather
- Air conditioning, fans, shade and other cooling strategies are used where required
- Educators monitor children for signs of heat-related illness and provide first aid or seek medical assistance as required

EXCURSIONS, PUPIL FREE DAYS AND VACATION CARE

- Sun protection is included in the risk assessment and planning for all relevant off-site and extended outdoor activities.
- UV forecast and expected weather conditions are checked
- Access to adequate shade is considered
- Children have suitable hats, sunscreen and drinking water
- Sunscreen application and reapplication times are planned
- Outdoor activities are scheduled or modified to reduce exposure during peak UV periods where practicable
- Additional controls are put in place for water-based activities because UV exposure and reflection may be increased

APPROVED PROVIDER, DIRECTOR AND RESPONSIBLE PERSON RESPONSIBILITIES

Ensure this policy and related procedures are implemented and followed

Ensure adequate shade and suitable outdoor environments are available

Ensure an adequate supply of in-date sunscreen is available

Ensure sun protection expectations are included in staff induction and communicated to casual and relief educators

Ensure staff know how daily UV and severe weather information is checked

Ensure excursion and activity risk assessments include sun protection where relevant

Ensure family sunscreen authorisations, allergies and individual requirements are current

Review incidents, hazards and practice to identify improvements





Kilkenny Primary School OSHC & Vacation Care **SERVICE POLICIES**

EDUCATORS AND STAFF WILL

- Follow this policy and any related sun protection procedures
- Implement sun protection whenever required
- Actively supervise children during outdoor play
- Support sunscreen application and reapplication
- Encourage children to use hats, shade, water and sun-safe practices
- Role model appropriate sun protection practices
- Check hot equipment and surfaces before children use them when heat is a concern
- Modify or relocate activities where UV, heat or shade conditions create a risk
- Report sun safety hazards, incidents or concerns to the Responsible Person or Director
- Include age-appropriate sun safety learning in the program and support children's agency in making safe choices

FAMILIES WILL

- Support the service's sun protection requirements
- Provide their child with a suitable sun-safe hat
- Provide sun-protective clothing where practicable
- Complete sunscreen authorisation through enrolment documentation
- Advise Kilkenny OSHC of allergies, sensitivities, medical conditions or medications that affect sun exposure
- Provide an alternative sunscreen where required
- Update the service when their child's medical or sun protection needs change

CHILDREN WILL BE SUPPORTED TO

- Wear a sun-safe hat and use shaded areas
- Apply sunscreen independently where developmentally appropriate
- Drink water regularly
- Recognise basic sun safety messages and participate in decisions about safe outdoor play
- Remind and encourage each other about sun-safe practices in a positive way





Kilkenny Primary School OSHC & Vacation Care SERVICE POLICIES

MONITORING AND RECORDS

- Kilkenny OSHC will maintain practical evidence that this policy is implemented, including where relevant:
- Daily UV or severe weather checks
- Excursion and activity risk assessments
- Sunscreen authorisations and individual health information
- Hazard, incident and injury records
- Staff induction and training records
- Environment and shade checks
- Program evidence showing sun safety education and child participation
- These records support ongoing reflection, compliance and Assessment and Rating requirements.

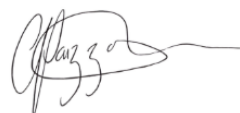
CONTINUOUS IMPROVEMENT

This policy will be reviewed annually or earlier following legislative or regulatory change, a serious incident, identified risk or updated recognised guidance

Feedback may be sought from children, families, educators and staff

Significant policy changes will be communicated to families in accordance with Regulation 172

REVIEW DETAILS

POLICY REVIEWED BY	Graziella Panazzolo	OSHC DIRECTOR	
POLICY REVIEWED	January 2026	NEXT REVIEW DATE	January 2027
MODIFICATIONS			
PREVIOUS MODIFICATIONS			

